

TS-EAS - EAC-CPF team

Place: Virtual meeting, Zoom

Date: Friday, 28 February 2020, 7am Boston/12am London/1pm Berlin/11pm Melbourne

Participants: Ailie Smith, Caitlin Rizzo, Gerhard Müller, Karin Bredenberg, Kerstin Arnold, Silke Jagodzinski

Minutes

1) Berlin meeting preparations

There won't be extra detailed agenda for each meeting day.

Karin is going to send calendar invitations for the wrap-up part of each meeting day to the whole TS-EAS. She is going to host Zoom meetings to transfer the wrap-ups .

We plan to send out paper for preparation to all attendees on **Friday** morning (Europe, **6 March 2020**). All documents that are available in our [TS-EAS Google Drive folder](#) will be uploaded in GitHub and sent via email. We all try to produce short papers on the main issues per topic:

- Mark - Assertion Description
- Silke - Single issues & introduction
- Gerhard - Relations
- Mark - Shared schema
- Kerstin - EAD3 Reconciliation
- Caitlin - EAD3 Reconciliation & Relations
- Ailie - Documentations

Following topics are finalised or will be discussed in Berlin:

- Names, finalised in Austin and following virtual meetings.
- Dates with best practise finalised in Austin, will be touched with EAD3 again.
- Namespace in EAC-CPF and EAD 3 to be discussed on Tuesday afternoon.
- Linking/referencing attributes to be discussed on Tuesday with Relations.
- Identifiers to be discussed on Wednesday with EAD3.

Silke is going to contact Joost for a presentation on EAC-F and his work so far on Monday.

2) Next steps & meetings

We go on with monthly virtual meetings, on first Friday per month:

- 3 April 2020, 24 April 2020, 5 June 2020, 3 July 2020
- 3 Aug 2020 - F2F in Chicago: full day

4 Aug 2020 - F2F TS-EAS

4 Sep 2020, 2 Oct 2020, 6 Nov 2020, 4 Dec 2020

3) Any other business

No other business.